

CENTENNIAL SCHOOL DISTRICT
18135 SE Brooklyn Street
Portland, OR 97236
(503) 760-7990

CONFIRMATION

TO: Board of Directors
FROM: Paul Southerton, Director of Business & Operations
DATE: April 8, 2026
SUBJECT: Award Contract for Copiers, Multifunction Devices (MFD), Service and Software to Pacific Office Automation

Attached is an executive summary of the process to request proposals and the results of that process. Nine vendors received the RFP (2025-11) and Four complete responses were received.

The results of the RFP will be used to acquire Print Shop Multifunction Reproduction Devices for 2026 through 2031

It is recommended that the Board award the contract for Copiers, Multifunction Devices (MFD), Service and Software to Pacific Office Automation in accordance with the terms of their proposal response to RFP 2025-11.